

180.0 Judicial Branch

IT Plan Version: B 1

Goals and Objectives

Goal: 1 1 - Case Management Systems.

Expand the use and availability of data from judicial case management systems

Objectives

Timeframe

Accomplishments/Status

- | | | | |
|---|--|-------|---|
| 1 | Increase the use of the Unified Court Information System by districts, court employees and others. | 03-05 | The Court Technology Committee and the Council of Presiding Judges approved the expansion of UCIS to 5 additional counties. |
| 2 | Enhance the Unified Court Information System to be more comprehensive and complete information system. | 01-03 | |
| 3 | Evaluate the effectiveness of existing case management systems and possible alternatives. | 03-05 | |

Goal: 2 2 - Management of IT Resources.

More efficient management of IT Resources

Objectives

Timeframe

Accomplishments/Status

- | | | |
|---|---|---------|
| 1 | Evaluate and implement appropriate procedures to better manage IT purchases and inventory. | 99-01 |
| 2 | Evaluate and implement appropriate methods for improving the level of support for the system users and of providing support more efficiently. | Ongoing |
| 3 | Evaluate and implement appropriate technology solutions to reduce the cost of ownership for personal computers and information systems. | 01-03 |
| 4 | Evaluate and implement technology advancements to increase the efficiency of Judicial employees. | Ongoing |

Goal: 3 3 - Training.

Provide appropriate training to the users of judicial information systems

Objectives

Timeframe

Accomplishments/Status

- | | | | |
|---|--|---------|---|
| 1 | Evaluate and implement efficient and effective methods of information system training. | Ongoing | IT staff regularly attend training necessary to support, maintain and advance the Judicial Branch's information systems |
| 2 | Evaluate the feasibility of and, if appropriate, implement a computer training room to facilitate computerized classes and meetings. | 99-01 | |
| 3 | Identify IT staff training needs and provide appropriate training for them. | Ongoing | |

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Goal: 4 4 - Infrastructure.

Update and maintain infrastructure to maximize efficiency of employees

Objectives	Timeframe	Accomplishments/Status
1 Replace IT equipment according to an established replacement schedule and as necessary.	Ongoing	
2 Maintain acceptably current versions of software applications.	Ongoing	
3 Implement methods to increase automation and information sharing within the Judiciary.	Ongoing	

Goal: 5 5 - Accessibility to Judicial Services.

Make judicial services and information more accessible to the public

Objectives	Timeframe	Accomplishments/Status
1 Evaluate and implement methods to improve efficiency of providing judicial services to rural areas of the state.	Ongoing	Began ITV project.
2 Evaluate and implement appropriate methods of providing public access to judicial information systems.	Ongoing	

Activity	Priority	Activity Type	Start Date	End Date	99-01	01-03	03-05
1 PC, Net & Tele. ops	1	Maintenance/Base	Ongoing				
1 - PC, Network and Telecommunications Operations.							
The Judicial Branch has many computers, servers, software packages and systems distributed across the state of North Dakota. The costs associated with this activity will be used for maintenance and operation of Judicial Branch hardware and software. Costs will include hardware and software purchases, maintenance agreements, support tools, salaries for support personnel, telecommunications and other costs related support and maintenance of personal computers, networks and telecommunication.							
IT PLAN ESTIMATED COST					\$1,756,651	\$2,124,561	\$2,230,789
BASE BUDGET REQUEST						\$2,124,561	
OPTIONAL BUDGET REQUEST						\$0	
BUDGET NONAPPROPRIATED						\$0	

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Activity	Priority	Activity Type	Start Date	End Date	99-01	01-03	03-05	
2 Info Sys Ops	2	Maintenance/Base	Ongoing					
2 - Information Systems Operations.					IT PLAN ESTIMATED COST	\$602,205	\$874,273	\$917,987
					BASE BUDGET REQUEST		\$874,273	
					OPTIONAL BUDGET REQUEST		\$0	
					BUDGET NONAPPROPRIATED		\$0	
The Judicial Branch has several statewide information systems in use across the state of North Dakota, such as: The Unified Court Information System; Juvenile Court Management System, Supreme Court Docket System, Demands for Change of Judge and the Disciplinary Board System.This activity contains costs associated with the maintenance, development, training and other activities related to the support and operations of these information systems. Specific costs that will be included in this activity are: Hardware and software, programming and support personnel salaries, and related training costs.								
Activity	Priority	Activity Type	Start Date	End Date	99-01	01-03	03-05	
3 Systems Integration	3	Enhancement/Upgrade	12/1999	06/2001				
Large 3 - Systems Integration.					IT PLAN ESTIMATED COST	\$468,000	\$336,287	\$150,000
					BASE BUDGET REQUEST		\$336,287	
					OPTIONAL BUDGET REQUEST		\$0	
					BUDGET NONAPPROPRIATED		\$0	
The Judicial Branch is planning a project, which seeks to integrate several information systems within and outside the Judiciary and to provide a better repository for judicial case information. This activity consists of costs related to those efforts.Preliminary project plans include possible enhancements and integration with systems such as: Municipal Courts; The Bar Board Admissions System; Bureau of Criminal Investigation’s Criminal History System; further integration with the Department of Transportation; graphical and web-based interfaces for Unified Court Information System; consolidation of Judicial Branch trial court case management information systems as well as other integration possibilities. Representatives from the Judicial Branch plan to meet with members of the Attorney General’s Office to discuss possible integration and data sharing.								
Justification:								
The benefits of this project include:								
· A higher level of efficiency and cooperation within the Judicial information systems as well as between Judicial information systems and other government entities' information systems through better data sharing abilities.								
· Efficiency benefits through the use of graphical interfaces and centralized data repositories.								
· Public access to judicial information systems and data are to be improved by providing access to selected judicial information via electronic means such as the internet.								
· Better information for judicial decisions due to accessibility to justice-related information.								
Impact on other activities:								
Products and systems implemented within the scope of this activity will be maintained within activity numbers: 1 - PC, Network and Telecommunications and 2 - Information Systems.								

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Activity	Priority	Activity Type	Start Date	End Date	99-01	01-03	03-05	
4 ITV	4	New Initiative	09/1999	06/2003				
4 - Interactive Television.					IT PLAN ESTIMATED COST	\$101,435	\$91,287	\$50,000
					BASE BUDGET REQUEST		\$91,287	
					OPTIONAL BUDGET REQUEST		\$0	
					BUDGET NONAPPROPRIATED		\$0	
<p>As the number of judicial positions declines, strategies need to be developed and enacted that effectively and efficiently enhance judicial services to the rural areas of North Dakota. This project seeks to install a system that would allow parties to appear via interactive television for proceedings that would otherwise be delayed to avoid the time and expense of travel and for the convenience of the participants. It is intended to enhance access and availability to judicial services in areas where a judge is not chambered. This project provides for the testing of interactive television installations during the 1999-2001 biennium. Based on the evaluation, and successful outcome of the project, interactive television access will be expanded to 13 additional locations during the 2001-2003 biennium.</p> <p>Justification:</p> <p>Benefits to be derived from this project include:</p> <ul style="list-style-type: none">-More efficient delivery of judicial services to counties where judges are not chambered.-Expedite and improve judicial services to rural areas of the state.-Conduct court proceedings in a timelier manner.-Reduce travel time to and from remote locations for judges, staff and others using the judicial system.-The ability to conduct proceedings involving the incarcerated inmates located in remote locations, thereby providing a higher level of security and reducing the cost of transporting incarcerated defendants.-Reduce witness travel for medical professionals participating mental health proceedings.-Reduce witness travel for expert witnesses.-The ability to conduct judicial training via teleconference between courthouses in the state, which will reduce the travel necessary for participants. <p>Impact on other activities:</p> <p>Products and systems implemented within the scope of this activity will be maintained in activity number: 1 - PC, Network and Telecommunications</p>								

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Activity	Priority	Activity Type	Start Date	End Date	99-01	01-03	03-05
5 Enh. Rec Mgt & Stor	6	Enhancement/Upgrade	07/2001	06/2003			
Large 5 - Enhanced Rec Mgt & Storage					IT PLAN ESTIMATED COST	\$43,877	\$510,877
This project provides for the analysis, integration and implementation of document imaging with the Judicial Branch.					BASE BUDGET REQUEST		\$510,877
					OPTIONAL BUDGET REQUEST		\$0
					BUDGET NONAPPROPRIATED		\$0
<p>Record imaging of case documents:</p> <ul style="list-style-type: none"> · Provide the capability to allow the electronic imaging of pleadings. · Legal documents would be scanned and filed immediately. · Provide a mechanism whereby all case documents will be stored electronically. <p>The successful implementation of an enhanced records management and storage project will provide a more effective and efficient method of archiving, storing and retrieving court related documents by Judicial Branch employees and the public.</p> <p>An enhanced records management system may be integrated and with an electronic filing system to provide a complete electronic document management system.</p> <p>The evaluation would include:</p> <ul style="list-style-type: none"> · The appropriateness and complexity involved in the utilization of an optical imaging system for record storage and retrieval purposes of the courts. This would include an evaluation of existing applications and the future costs associated with the maintenance of the applications. · The appropriateness and level of integration with electronic filing alternatives. · Analyze existing and potential hardware and software systems and their ability to service the needs of the courts in the future. · Analyze existing communication infrastructure and recommendations regarding its ability to meet expectations related to sharing information stored on an imaging system. · A cost/benefit analysis associated with options evaluated during the course of the project. · A process review of the information flow from the clerk's receipt of initial documents, through the courts, and to ultimate disposition of the case. · Enhance security, as confidential documents would be stored in a separate file not accessible on the public access computer. · Allow clerks to handle an increasing workload without any additional full-time equivalent personnel being added <p>Justification:</p> <p>The benefits of this project include:</p> <ul style="list-style-type: none"> · Providing the capability for clerks of court to file case documents electronically. · Counter and telephone questions regarding case pleadings can be answered much more quickly. · Documents would be instantly accessible from the bench, judge's office, or clerk's office. · Security is maintained on a centralized document storage system. · Case pleadings would be available from remote sites via the internet · Actual location of the hard copy case file becomes less relevant because the documents are stored 							

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Activity Continued...

5	Enh. Rec Mgt & Stor	6	Enhancement/Upgrade	07/2001 06/2003
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electronically and accessible via computer.

- As storage of hard copies becomes less relevant, their storage could also be less expensive by storing them in a remote site.
- Allow for ease of faxing documents to support end correctional agencies.· Clerk personnel could prepare cases on appeal from their desks, rather than having to retrieve actual paper copies.
- Use of imaging would allow clerks to handle an increasing workload without additional full time equivalent personnel being added.

Impact on other activities:

Products and systems implemented within the scope of this activity will be maintained within activity numbers: 1 - PC, Network and Telecommunications and 2 - Information Systems

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Activity	Priority	Activity Type	Start Date	End Date	99-01	01-03	03-05
6 6-Electronic Filing	8	Enhancement/Upgrade	07/2001	06/2003			
6 - Electronic Filing.							
					IT PLAN ESTIMATED COST	\$0	\$200,000
					BASE BUDGET REQUEST	\$0	
					OPTIONAL BUDGET REQUEST	\$0	
					BUDGET NONAPPROPRIATED	\$0	
<p>As the world embraces the internet and as businesses continue to move their services online, we need to consider methods to allow electronic filing for the North Dakota Judiciary. This would be a substantial change in the way the Judiciary and legal profession have traditionally conducted business. This project provides for an analysis, integration and implementation of electronic filing within Judicial Branch case management systems and court docket systems.</p> <p>This project seeks to:</p> <ul style="list-style-type: none"> - Provide the capability for attorneys and private citizens to electronically file documents with the Judicial Branch. - Interface electronic filing of documents with the case management systems, court docket systems and imaging systems. <p>The analysis would include:</p> <ul style="list-style-type: none"> · The appropriateness and complexity involved in establishing an electronic filing system from a process improvement and systems point of view. This will include an evaluation of existing applications and the future costs associated with the maintenance of the applications. · Analysis of existing and future hardware and software systems and their ability to service the needs of the courts in the future for electronic filing. · Analysis of the existing communication infrastructure its ability to meet expectations related to electronic filings in both the trial and appellate courts. · A cost/benefit analysis associated with options evaluated during the course of the project. · A process study of existing filing practices of the clerk's offices and an evaluation of existing case management applications including their ability to accept electronic and manually input information. <p>An electronic filing system may be integrated and with an imaging system to provide a complete electronic document management system.</p> <p>Justification:</p> <p>The benefits of this project include:</p> <ul style="list-style-type: none"> · Improving customer service and public access to judicial services by allowing filing of documents electronically from any location. · Providing a centralized system and repository would enhance security. · Improvements in the accuracy of data by eliminating data entry errors and filing errors. · Use of imaging would allow clerks to handle an increasing workload without additional full time equivalent personnel being added. · The business process review will result in a better understanding and documented court procedures and potentially a more streamlined business process. 							

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Activity Continued...

6 6-Electronic Filing 8 Enhancement/Upgrade 07/2001 06/2003

Impact on other activities:

Products and systems implemented within the scope of this activity will be maintained within activity numbers: 1 - PC, Network and Telecommunications and 2 - Information Systems

Activity	Priority	Activity Type	Start Date	End Date	99-01	01-03	03-05
7 Case Mgt Sys Rev	5	Enhancement/Upgrade	07/2001	06/2005			
IT PLAN ESTIMATED COST					\$0	\$0	\$245,000
BASE BUDGET REQUEST						\$0	
OPTIONAL BUDGET REQUEST						\$0	
BUDGET NONAPPROPRIATED						\$0	

7 - Case Management Systems Review.

As we move into the next millennium, it becomes clear that the older, legacy systems that have served us well for over 10 years are becoming antiquated and obsolete. Major renovations or replacements will become necessary to take advantage of technological advances such as graphical interfaces, internet accessibility, electronic filing systems, imaging systems etc. This project provides for an analysis of the long-term viability of the judicial case management systems to fulfill the needs of the Judicial Branch and the people of North Dakota. The analysis will include a review of the information systems to determine if they need to be replaced. If replacement is deemed necessary, the analysis will recommend alternatives for replacement systems

Justification:

Even with enhancements to current information systems, they will eventually become obsolete. The replacement or upgrade to the current case management system will need to provide benefit such as:

- Web/browser based interfaces for ease of access via the internet by the citizens of North Dakota.
- Graphical interfaces to maintain consistency with other information systems and provide an easy-to-use interface for the user.
- The ability to integrate with electronic filing and imaging systems.
- Interfaces with other law enforcement and judicial information systems.
- A consistent, reliable and standardized database for access via off-the-shelf query tools.

Impact on other activities:

Products and systems implemented within the scope of this activity will be maintained within activity numbers: 1 - PC, Network and Telecommunications and 2 - Information Systems

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8 Digital Audio Rec	7	Enhancement/Upgrade	07/2001	06/2005				
8 - Digital Audio Recording.					IT PLAN ESTIMATED COST	\$0	\$13,920	\$100,000
					BASE BUDGET REQUEST		\$13,920	
Digital audio recording is technology of recording and storing judicial proceedings on a computer disk to allow easy access to testimony and allowing integration of judges’ notes with specific portions of testimony for ready retrieval. This technology, in a network environment, can replace conventional tape audio recording systems and can allow the record to be shared via web interfaces.					OPTIONAL BUDGET REQUEST		\$0	
					BUDGET NONAPPROPRIATED		\$0	
A pilot project is currently underway to test this technology. Based on a successful completion and evaluation of the technology, and a judicial system move from stenographic reporting to audio recording for ’taking the record’, digital audio recording will be budgeted for in six more sites in the 2001-2003 biennium.								
Justification:								
The benefits include:								
· Digital audio recordings will enhance the efficiency of taking the record.								
· Instantaneous playback of testimony or portions of proceedings.								
· Attachment of queries, motions and bench marking of portions of the proceedings by the judge for later use in research and findings.								
· Simultaneous access of the recording by recorder, judge, or authorized individuals, allowing the judge to conduct research from chambers and recorders to prepare the transcripts.								
· Sharing of the record by authorized parties.								
Impact on other activities:								
Products and systems implemented within the scope of this activity will be maintained within activity number: 1 i PC, Network and Telecommunications								
Total Agency					IT PLAN ESTIMATED COST	\$2,972,168	\$3,951,205	\$3,993,776
					BASE BUDGET REQUEST		\$3,951,205	
					OPTIONAL BUDGET REQUEST		\$0	
					BUDGET NONAPPROPRIATED		\$0	